



REQUEST FOR PROPOSALS

ANIMAL SHELTER FLOORING RENOVATION

ROWAN COUNTY

130 West Innes Street
Salisbury, NC 28144

704-216-8174

david.sifford@rowancountync.gov

Date Issued: Tuesday, May 17, 2016

Date Due: Thursday, May 26, 2016 at 12:00 pm ET

Administered by: David Sifford, Purchasing Agent

Rowan County Request for Proposals – Animal Shelter Flooring Renovation

Rowan County

Request for Proposal

Background and Scope

A. General Information

This is a Request for Proposals (RFP) for the renovation of an existing concrete floor at the Rowan County Animal Shelter at 1465 Julian Road, Salisbury, NC 28146.

B. General Conditions

This RFP is not an offer to contract. Acceptance of a bid neither commits the County to award a contract to any contractor, even if all requirements stated in this RFP are satisfied, nor limits our right to negotiate in our best interest. We reserve the right to contract with a vendor for reasons other than lowest price.

Please note: Price will not be the only factor considered when selecting a vendor. Rowan County is seeking the bid with the best overall value to the County.

C. Reservations

Rowan County reserves the right, at any time and for any reason, to cancel this RFP or any portion thereof, to reject all bids or accept an alternate bid. The County also reserves the right to waive any immaterial defect in the bid. The bid shall be good for a period of sixty (60) days from the opening of the bid. The County may seek clarification of the bid at any time and any delayed response could be a cause for bid rejection.

D. Incurred Costs

Rowan County will not be liable for any costs incurred by respondents in replying to this RFP.

E. Award

Award shall be made by Rowan County to the bid that is determined to be the most advantageous to Rowan County.

F. Assignment

The proposal respondent may not reassign any award made, as a result of this RFP, without prior written consent of Rowan County.

G. Evaluation Criteria

Proposals will be reviewed and a contractor will be selected based on the following criteria (listed in no particular order):

- Cost
- Suggested Solution
- Qualifications
- Customer Service
- Compliance With Requirements

Rowan County Request for Proposals – Animal Shelter Flooring Renovation

H. Proposal Instructions and Time Frames

Respondents are to submit sealed proposals, which will be evaluated by Rowan County to determine the completeness of the proposal. The sealed proposal must be clearly labeled on the outside of the envelope or package “**Shelter Flooring Renovation**” in order to be considered. Submit one marked original and two (2) complete copies of the proposal.

Submission Location: Rowan County Finance Department
Attn: David Sifford, Purchasing Agent
130 West Innes Street, Suite 110-120
Salisbury, NC 28144

Submission Deadline: Thursday, May 26, 2016 at 12:00pm ET

Contact/Questions: David Sifford, Purchasing Agent
Rowan County Finance Department
130 W. Innes St., Salisbury, NC 28144
704-216-8174
david.sifford@rowancountync.gov

***Note:** Bidders must contact David Sifford to indicate that they will be offering a proposal in order to receive addendum and/or changes to the RFP.

I. Project Timetable

Request for Proposals	5/17/2016
Proposals Due	5/26/2016 12:00 pm ET
Anticipated Award of Contract	6/6/2016

J. Proposal Contents / Format

The following sections/information will be considered integral to this solicitation. As such, please address each accordingly.

1. **Cost:** Provide a detailed pricing structure of the proposed flooring renovation. This should be a complete price to include the renovation, any maintenance costs, delivery costs, setup costs, etc.
2. **Work Schedule:** Provide a timeline indicating when the work can be done, what maintenance and/or repair services will be included and the estimated start and completion dates for those services.
3. **References:** All proposals should include names, addresses, telephone numbers and contact persons for at least three (3) other organizations (public sector agencies are preferred) for which comparable services have been rendered in the past five (5) years.

Rowan County Request for Proposals – Animal Shelter Flooring Renovation

K. Detailed Scope of Services

The purpose of this request for proposals is to rehabilitate and repair an existing concrete floor at the Rowan County Animal Shelter. The area is in a dog housing unit with thirty (30) individual runs with inside and outside spaces consisting of 2300 square feet of floor space. The floor shall be prepared for and a non-skid epoxy coating installed on the rehabilitated surface. There will be 1200 linear feet of 45 degree two-inch cove base along the edges and an additional four-inch grout base up the wall.

The Rowan County Animal Shelter is located at 1465 Julian Road, Salisbury, NC 28146. To make an appointment to see the area to be renovated, please contact Bob Pendergrass, Animal Services Director at (704) 326-6071.